

Winterport Recreation Board Meeting 3/14/2007

MEETING AGENDA AND MINUTES

Meeting Date:	March 14, 2007	Time:	6:30 pm ET
Facilitator:	Mike Knupp	Recorder:	Mike Knupp
Location:	Wagner Middle School		

Attendee List: (X indicates that the member was present)

Att	Name	Title	Att	Name	Title
X	Mandy Olver	Board Member	X	Chris Beaulieu	Board Member
	Helga Meo	Board Member	X	Ken Miller	Board Member
X	Mike Knupp	Board Member	X	Dave Lester	Rec Coordinator
X	Norm Poirier	Board Member		Phil Pitula	Town Manager
X	Heather Roberts	Board Member			

DOCUMENTS TO HAVE ON HAND:

Description	Comments
Budget	

AGENDA:

Nbr.	Topic	Estimated Start Time	Responsible
1.	Review of Agenda and Action Items	6:30	Mike
2.	Recreation Coordinator Report	6:35	Dave
3.	Current Program Updates (BBall)	6:45	All
4.	Review of Sledding Party	6:50	All
5.	2007-2008 Budget	7:00	All
6.	Spring Programs Planning	7:15	All
7.	Schedule Policies and Procedures; Schedule Workshop	7:30	Mike
8.	Round Table	7:35	All
9.	Meeting Wrap Up and Confirm Next Meeting	7:45	Mike

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MINUTES:

Recreation Coordinator Update

- | | |
|---------------------|---|
| <u>Basketball</u> | 1. League wrap up meeting last Wednesday. 2. Dave will look further into Newburgh's plan to solicit players from Reeds Brook and Weatherbee next year. |
| <u>Sr. Citizens</u> | Spoke with their representative and they were happy with their funding in the budget. We need to post targeted information for them on the website and invite them to our monthly meetings. |

Current Program Updates

- | | |
|--------------------|---|
| <u>Basketball</u> | Travel teams are wrapping up this week. Overall season successful. |
| <u>Fly Fishing</u> | Forms were sent out. Kevin and Dave have not been in touch, but there was no initial response/interest. |
| <u>Baseball</u> | Sign-up is 3/28 and clinic/tryout is 4/10 and 4/12, 4:30 at the Little League field. |

Sledding Party

Went over very well and we will do again next year. We need to get the flier for the event out earlier.

Budget

1. Senior Citizens are satisfied with \$2,000
2. Norm will look into more details regarding what the \$300 for Hockey covers. The check gets written to the Penobscot Hockey League.
3. Approximate we will need \$55,000 for improvements to the tennis court (\$50k) and new benches and bleachers (\$5k) for the upper field.
4. Mike will let Phil know what we're recommending to determine whether it should be a separate warrant.
5. Dave will talk to Phil about the grant and how we will proceed with allocating the \$24,000 that is left.
6. Write in line items for anticipated grants.
7. Take out cell phone expense.
8. Check on getting new nets and flags with left over money from '06 fall soccer budget.

Spring Programs

1. The Y has not done the survey of the Smith School yet. Look into pilot program with reallocated funds.
2. Baseball will be a joint sign-up on 3/28 at Smith School. Mandy will forward memo to Dave and then out to schools by Friday.

*Policies and Procedures deferred to next meeting

Round Table

Dave would like to organize a 3k running event, basketball tournament, and a track and field day this summer.

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FUTURE MEETING AGENDA ITEMS:

Nbr.	Topic		Future Meeting That Item Will Be Discussed In	
1.	Sports Done Right		TBD	
2.	\$15,000 Grant for Abbot Park		TBD	
3.	Abbot Park and Victoria Grant Civic Center Development Plan		TBD	
4.	Baseball Planning		March 2007	

FUTURE MEETING SCHEDULE:

Date	Time	Facilitator/Recorder
April 19 th , 2007	6:00pm @ Victoria Grant Civic Center	Mike / Heather

ACTION ITEMS

Open Action Items

AI#	Create Date	Action Item	Resolution	Status	Assigned	Target Date

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Closed Action Items

AI#	Create Date	Action Item	Resolution	Status	Assigned	Target Date
1	1/24/06	Heather needs to submit a letter to the Town Office on her interest to join the Recreation Board	2/7 – This has been completed.	CLOSED	Heather	2/7
2	2/7/06	Resolve basketball budget items that have an overdrawn balance. Mandy to work with Phil on this.	11/15 – Closing item out. This was taken care of last spring.	CLOSED	Mandy	2/18
3	2/7/06	Ken to finalize the Indoor Soccer registration form, get it approved by the Superintendent's Office, and distribute to the Smith and Wagner schools.	3/22 – Completed and program is up and running.	CLOSED	Ken	2/13
4	2/7/06	Meet with TM to review proposed budget	3/22 – This was completed and budget committee mtg was held on 3/21.	CLOSED	Mandy	2/10
5	2/7/06	Post a Public Notice for the March Meeting	11/15 – Closing out. Gone by.	CLOSED	TBD	3/1
6	2/7/06	Meet with TM to discuss hiring a rec coordinator for the remainder of the 2005-2006 fiscal	3/22 – Letter submitted. Need to develop or understand the process to advertise/interview/hire. 11/15 – Closing out as rec coordinator has been hired.	CLOSED	Ken	6/1
7	2/7/06	Get permission to use Wagner facility for March board mtg	Completed	CLOSED	Helga	3/17
8	11/16	Talk to mother of hearing impaired basketball participant to discuss level or interpreter support	12/14 – Services are being provided. Dave working with the Town to determine how to fund services if the \$1400 in Rec funding runs out.	CLOSED	Helga Meo	12/14
9	11/16	Discuss with Phil about the \$200 expense for cheerleading t-shirts and pom-poms	12/14 – Pom/Poms and TShirts have been provided.	CLOSED	Dave Lester	12/14
10	11/16	Create basketball contact sheet	12/14 – A contact sheet has been provided for the Town Rec League, but we really wanted an internal contact sheet. This is still outstanding. 12/26 – Dave emailed out contact list	CLOSED	Dave Lester	12/26/06
11	11/16	Discuss with Carla Leathem Smith School usage on weekdays that have an observed holiday	12/14 – The gym is being used, but this issue is not completely closed. It will become more of an issue if an after-school program is created. Will hold over AI for next meeting. 3/13 – Closing for now and will bring up later should the need arise.	CLOSED	Norm Poirier and Helga Meo	3/01

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AI#	Create Date	Action Item	Resolution	Status	Assigned	Target Date
12	11/16	Take down soccer nets and store the standards	12/14 – Mike Knupp took care of this.	CLOSED	Mike Knupp	12/14
13	12/14	Verify Cheering registration fees are all in.	12/26 – Dave confirmed all registrations forms and fees are in.	CLOSED	Mike→Dave	12/26/06